

CHAPTER 7. GLOSSARY

AAP

American Academy of Pediatrics. AAP is a professional organization for physicians and affiliate members involved with the care of children.

ADE

Arizona Department of Education.

ADHS

Arizona Department of Health Services – ADHS is the Arizona State agency responsible for administering public health services and a variety of community health programs.

AHCCCS

Arizona Health Care Cost Containment System – AHCCCS is an Arizona State agency that administers (through its managed health care plans) health care benefits and services for people who are eligible for Medicaid or other low income medical assistance programs.

ALTCS

The Arizona Long Term Care System (ALTCS) is an Arizona State program for disabled individuals who need ongoing services. ALTCS participants are also covered for medical care including doctor's office visits, hospitalization, prescriptions, lab work, and behavioral health services.

Arizona Center For Disability Law

The Arizona Center for Disability Law advocates for the legal rights of persons with disabilities

- To be free from abuse, neglect and discrimination
- To have access to education, health care, housing and jobs, and other services in order
- To maximize independence and achieve equality

ARS

Arizona Revised Statutes.

ASCIA

The Arizona Spinal Cord Injury Association (ASCIA) is a nonprofit organization dedicated to enhancing the lives of individuals with spinal cord injuries. We also offer support and education to family members, professionals, and community members.

BIAAZ

The Brain Injury of Arizona (BIAAZ) is a non-profit membership organization of people with brain injuries and their families, friends, and service providers working together to provide information and referrals, education, advocacy, and support for those affected with brain injury

Children and Youth with Special Health Care Needs (CYSHCN)

Included are children from birth to 21 years of age who have any of a broad range of disabilities or chronic illnesses, which necessitate adaptations for daily functioning, prolonged or periodic hospitalizations, or special services in educational settings.

Contractor

A public or private organization that has a formal agreement with ADHS/OCSHCN to develop, manage, and provide services.

CPS

Child Protective Services (CPS) is a program mandated under ARS §8-802 for the protection of children alleged to be abused and neglected. This program provides specialized welfare services that seek to prevent dependency, abuse and neglect of children. The Child Protective Services program receives, screens and investigates allegation of child abuse and neglect, performs assessments of child safety, assesses the imminent risk of harm to the children and evaluates conditions that support or refute the alleged abuse or neglect and need for emergency intervention.

Services include, but are not limited to case management, permanency planning, and provision of out-of-home care, kinship foster care, adoptive and foster home recruitment, other out-of-home services to individuals or families, and assistance to young adults in transition from adolescence to adulthood

CRS

Children's Rehabilitative Services (CRS) is an entitlement program that is administered by the Arizona Department of Health Services, Office for Children with Special Health Care Needs (OCSHCN). Its mission is to improve the quality of life for children by providing family-centered medical treatment, rehabilitation, and related support services to enrolled individuals who have certain medical, handicapping, or potentially handicapping conditions.

Culturally Appropriate

Is having cultural sensitivity relative to specific ethnic groups, i.e., understanding their customs, taboos, religious practices, fears, etc., and consequently developing services based upon this awareness.

DDD

The Division of Developmental Disabilities is an entitlement program that provides needed supports to people who meet the following eligibility requirements.

Is a resident of the state of Arizona

Voluntarily applies

Is at risk of having a developmental disability (up to age six) or

For people over the age of six years, has a diagnosis of

Epilepsy,

Cerebral palsy,

Cognitive disability or

Autism

The disability occurred prior to the age of 18 and

Has substantial functional limitations in three of the seven major life areas.

Disabilities

In this context, it refers to a member who presents with special health care needs.

Disclosure

To permit access to or the release, transfer, or other communication of records, or the personally identifiable information contained in records, to any party, by any means, including oral, written or electronic.

EOB

An Explanation of Benefits (EOB) is a statement detailing medical benefits account activity. Whenever a claimant received health care services and has private insurance, the insurance

company will send the claimant an explanation of benefits detailing what services are and are not covered with complete information about the services provided and charges paid.

ESS

Exceptional Student Services (ESS) is a division of the Arizona Department of Education (ADE) special education department that promotes the development and implementation of quality education for students with disabilities.

Family-Centered

Recognition that service systems and personnel must support, respect, encourage and enhance the strength and competence of the family.

Family Resource Coordination

Family Resource Coordination (FRC) is NOT AN ENTITLEMENT PROGRAM. FRC ensures that the service delivery system is accessible for each enrolled member and family. Family Resource Coordinators are responsible for securing and coordinating services across agency lines, and serve as an initial point of contact in helping children, youth, and families obtain services and assistance. Family Resource Coordination is a function that assists families to access needed services and work toward independence.

Fiscal Year

Federal fiscal year, beginning on October 1st and ending on the following September 30th or, for the State of Arizona, beginning on July 1st and ending on the following June 30th.

GCSHI

The Arizona Governor's Council on Spinal and Head Injuries (GCSHI) provides information, services and support for individuals with spinal cord and traumatic brain injuries, their families, and the professionals who serve them. The GCSHI is a funding source for the TBI/SCI Family Resource Coordination Program

Grievance

A complaint arising from a contracted provider's action, decision or policy by an agency or presented by an individual or entity.

HIPAA

HIPAA, which stands for the Health Insurance Portability and Accountability Act of 1996, is a set of rules to be followed by service providers. HIPAA helps ensure that all records meet certain consistent standards with regard to documentation, handling and privacy. In addition, HIPAA requires that all members/parents/legal guardians be able access their own records, correct errors or omissions, and be informed how personal information is shared and used. Other provisions involve notification of privacy procedures to the member/parent/legal guardian.

IEP

The Individual Education Program Plan (IEP) is a written plan/program developed by the schools special education team with input from the parents and specifies the students' academic goals and the method to obtain these goals.

Individual Service Plan (ISP)

An ISP is a resources, concerns, priorities, and outcome tool; this tool is developed with the member and family to assist in meeting desired outcomes.

Informed Consent

Agreement to and acceptance of a course of action, when:

The parent/guardian or member have been fully informed of all information relevant to the activity for which consent is sought, in the parent's/guardian's or member's native language or other mode of communication.

The parent/guardian or member understands and agrees in writing to the carrying out of the activity for which consent is sought, and the consent describes that activity and lists the records (if any) that will be released and to whom.

The parent/guardian or member understands that the granting of consent is voluntary and may be revoked at any time.

MCH

The Maternal and Child Health (MCH) Services Block Grant was created in 1981; Three populations are served by the Title V MCH Block Grant: 1) pregnant women and infants, 2) children, and 3) children with special health-care needs. The Title V MCH Block Grant is a funding source for the TBI/SCI/CYSHCN Family Resource Coordination Program.

Member

An individual/family who is enrolled in the ADHS/OCSHCN TBI/SCI/CYSHCN Family Resource Coordination Program and who is receiving Family Resource Coordination services.

OCSHCN

Office for Children with Special Health Care Needs promotes continuous improvement in the health, future and quality of life for children with special health care needs.

OWCH

Office of Women's and Children's Health provides services and facilitates systems development to improve the health of women, children, and adolescents.

Parent

A natural or adoptive parent of a member, a guardian or a person acting in the place of a parent of a member (such as a grandparent or stepparent with whom the member lives, or a person who is legally responsible for the member's welfare) or a surrogate parent who has been appointed by a court of competent jurisdiction under state law. Arizona law prohibits a foster parent from acting as a parent, unless the foster parent has petitioned for and been granted status as a surrogate parent (ARS 15-763.01).

Primary Care Provider

Any physician/physician extender or agency coordinating acute and chronic health care for medical conditions.

PINS

Parent Information Network Specialists (PINS) are consultants who provide on-site and phone consultation, training, resources, and information and referrals to support parents of special education students. PINS also assist educators and service providers to meet the needs of parents and encourage them to work with parents as equal partners.

Procedure

Supplements the policy guidelines by outlining the steps and sequences necessary to achieve desired policy results. Procedures are usually more specific and detailed than policies.

RBHA

The Arizona Department of Health Services/Division of Behavioral Health Services (ADHS/DBHS) serves as the single state authority to provide coordination, planning, administration, regulation and monitoring of all facets of the state public behavioral health system. ADHS/DBHS contracts with community based organizations, known as Regional Behavioral Health Authorities (RBHAs), to administer behavioral health services throughout the State. RBHAs function in a fashion similar to a health maintenance organization. RBHAs contract with a network of service providers to deliver a full range of behavioral health care services, including prevention programs for adults and children, a full continuum of services for adults with substance abuse and general mental health disorders, adults with serious mental illness, and children with serious emotional disturbance. The State is divided into six geographical service areas (GSAs) served by four Regional Behavioral Health Authorities (RBHAs).

Record

Any information, collected, maintained, and/or used by ADHS programs and recorded in any way including, but not limited to, handwriting, print, tape, film, electronic, microfilm, and microfiche.

Referral

The concept of linking persons with services/resources or service alternatives that are appropriate for their needs.

SCI

Spinal cord injury (SCI) is a severance or injury to the spinal cord, which may result in partial or total paralysis of the arms, legs or both and may also impair vital functions.

TBI

Traumatic brain injury (TBI) is a disability caused by an external force or a physical impact which results in a decrease in mental, cognitive, behavioral or physical functions.

Title V

Federal statutes governing the Maternal and Child Health Program, which is a public health service of the U.S. Department of Health and Human Services.

Transition

Planning and preparation for movement through developmental and non-developmental changes in life. Developmental transitions are those changes that occur related to age, developmental skills, and accomplishments. Non-developmental transitions include changes related to life events. Some are anticipated and others are not.